

# **DSC Enrollment Process**

Prepared for PFMS, Controller General of Accounts Ministry of Finance, Department of Expenditure

# **Revision and Signoff Sheet**

# A. Document Preparation

| Author      | Position            | Version | Change reference              | Date        |
|-------------|---------------------|---------|-------------------------------|-------------|
| Nidhi Popli | Business<br>Analyst | 1.0     | WinApp DSC process            | 06/Sep/2022 |
| Nidhi Popli | Business<br>Analyst | 1.1     | Winapp1.0.1.4 screens updated | 25/Sep/2023 |
|             |                     |         |                               |             |

# B. Technical Review

| Name                | Position        | Version | Change reference | Date         |  |  |
|---------------------|-----------------|---------|------------------|--------------|--|--|
| Mr. Rajendra Prasad | Sr.TD, NIC PFMS | 1.0     | Initial version  | 06/Sep/2022  |  |  |
| Mr. Abhishek        | Sr.TPM          | 1.0     | Initial version  | 06/Sep/2022  |  |  |
| Mr. Abhishek        | Sr.TPM          | 1.1     | Initial version  | 25/Sept/2023 |  |  |
|                     |                 |         |                  |              |  |  |

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## 1 Case1: Existing user and DSC Already Enrolled with Java Utility

In this case, existing users already using the DSC and they have been enrolled DSC using Java Utility.

Please Note:

- Users need not to enroll the DSC again.
- For the payment files signing, first user requires to install the new DSC WinApp utility by following below steps (To be installed by all signatory levels).

# 1.1 Step1 – Installing the DSC WinApp

## User: Agency checker

The User Navigates to "E-Payment > DSC Sign Payment file WinApp" and the page "Digitally Sign File" opens.

| E-Payment       | Download Benef. for Payment     |
|-----------------|---------------------------------|
| Health Module   | Approve Payment                 |
| Sanctions D     | Print Payment Advice            |
| Reports         | Digitally Sign Payment File     |
| My Details      | Files Returned by Ministry      |
| Masters D       | DSC Sign Payment File WinApp    |
| My Schemes      | Ba DSC Sign Payment File WinApp |
| EAT MIS Process | Payment Status                  |

The user needs to Download DSC Window Application (Version: 1.0.1.4) by clicking on hyper link given top right left corner as shown below

Note: Click on "Download SOP" to read the SOP instructions available on the login page.

|                      |                       |                  |            | Dig                            | itally Sign File (Win     | App)                |                                |  |
|----------------------|-----------------------|------------------|------------|--------------------------------|---------------------------|---------------------|--------------------------------|--|
| Note: Your Bank      | Accounts are now comp | patible with the | New Winapp | utility (List of enabled bank) | Please Download           | SOP and install th  | e new DSC version through      | the Download link and referring to user manual link available on this page |
|                      |                       |                  |            | h                              | lew version released on 2 | 2/09/2023, Please d | ownload and install new versio | n, Old version not supported.  |
| Download User Ma     | nual                  |                  |            |                                |                           |                     |                                | Download DSC Window Application ( Version : 1.0.1.4)                       |
|                      |                       |                  |            |                                |                           |                     |                                |  |
| Financial Year:      | Select                | ~                | Scheme:    | Select                         | ``                        |                     |                                |  |
| Payment File Status: | Select One            | *                | Submit     | Reset                          |                           |                     |                                |  |
|                      |                       |                  |            |                                |                           |                     |                                |  |

DSC utility setup package will be installed, which requires to execute on computer for DSC utility installation. Post-installation it will ask for a system reboot, please allow the system to reboot by saving all your work.

| DSCUtiltiy_2023-Sep-25-160943.zip<br>https://training.pfms.gov.in/Agency/DscWinAppPaymentFile.aspx |
|--|
| 0 B/s - 67.2 MB of 67.2 MB   |

After successful installation user can verify whether the utility was successfully installed or not by browsing the **control panel** having the Utility with the name "**Digital Signature Certificate**".

| Programs and Features                 |  |                                |              |         |                 |  |  |  |  |  |  |
|---------------------------------------|--|--------------------------------|--------------|---------|-----------------|--|--|--|--|--|--|
| 🕆 🖬 - Control P                       | anel > Programs > Programs and Features  |                                |              |         |                 |  |  |  |  |  |  |
| Control Panel Home                    | Uninstall or change a program  |                                |              |         |                 |  |  |  |  |  |  |
| View installed updates                | To uninstall a program, select it from the list and then click Uninstall, Change, or Repair, |                                |              |         |                 |  |  |  |  |  |  |
| Turn Windows features on or<br>off    | Organize 🕶 Uninstall Change Repair   |                                |              |         |                 |  |  |  |  |  |  |
| Install a program from the<br>network | Name   | Publisher                      | Installed On | Size    | Version         |  |  |  |  |  |  |
|                                       | C Microsoft Edge   | Microsoft Corporation          | 8/1/2022     |         | 103.0.1264.77   |  |  |  |  |  |  |
|                                       | McAfee Endpoint Security Platform  | McAfee, LLC.                   | 7/25/2022    | 182 MB  | 10.7.0          |  |  |  |  |  |  |
|                                       | McAfee Endpoint Security Threat Prevention   | McAfee, LLC.                   | 7/25/2022    | 56.8 MB | 10.7.0          |  |  |  |  |  |  |
|                                       | McAfee Endpoint Security Web Control   | McAfee, LLC.                   | 7/25/2022    | 37.3 MB | 10.7.0          |  |  |  |  |  |  |
|                                       | McAfee Endpoint Security Adaptive Threat Protection  | McAfee, LLC.                   | 7/25/2022    | 27.9 MB | 10.7.0          |  |  |  |  |  |  |
|                                       | AnyDesk  | philandro Software GmbH        | 7/25/2022    | 2.00 MB | ad 7.0.13       |  |  |  |  |  |  |
|                                       | Microsoft OneDrive   | Microsoft Corporation          | 7/25/2022    | 241 MB  | 22.141.0703.000 |  |  |  |  |  |  |
|                                       | 📀 Google Chrome  | Google LLC                     | 7/20/2022    |         | 103.0.5060.134  |  |  |  |  |  |  |
|                                       | Sec. 0   | Feitian Technologies Co., Ltd. | 7/19/2022    |         | 1.1.18.901      |  |  |  |  |  |  |
|                                       | Digital Signature Certificate  | PFMS                           | 7/18/2022    | 5.77 MB | 1.0.2           |  |  |  |  |  |  |
|                                       | Adobe Acrobat DC (64-bit)  | Adobe                          | 6/22/2022    | 535 MB  | 22.001.20142    |  |  |  |  |  |  |
|                                       | McAfee Security Scan Plus  | McAfee, LLC                    | 6/22/2022    | 10.2 MB | 4.0.135.1       |  |  |  |  |  |  |
|                                       | 🔀 McAfee Agent   | McAfee, LLC.                   | 4/25/2022    |         | 5.7.6.251       |  |  |  |  |  |  |
|                                       | Microsoft Update Health Tools  | Microsoft Corporation          | 4/5/2022     | 1.01 MB | 3.67.0.0        |  |  |  |  |  |  |
|                                       | Update for Windows 10 for x64-based Systems (KB50  | Microsoft Corporation          | 2/16/2022    | 812 KB  | 4.91.0.0        |  |  |  |  |  |  |
|                                       | Postman x86_64 9.1.5   | Postman                        | 11/22/2021   | 125 MB  | 9.1.5           |  |  |  |  |  |  |
|                                       | 📓 Notepad++ (32-bit x86)   | Notepad++ Team                 | 11/17/2021   | 21.9 MB | 8.1.9.1         |  |  |  |  |  |  |

# 1.2 Step2 - Signing Payment File

# <mark>User: Agency Checker</mark>

The User Navigates to "E-Payment > DSC Sign Payment File WinApp"

| Scholarship Management | Þ |                              |             |
|------------------------|---|------------------------------|-------------|
| TSA                    | Þ |                              |             |
| E-Payment              | Þ | Download Benef. for Payment  | status.     |
| Health Module          | Þ | Approve Payment              |             |
| Sanctions              | Þ | Print Payment Advice         |             |
| Reports                |   | Digitally Sign Payment File  |             |
| My Details             | D | Files Returned by Ministry   |             |
| Masters                | D | DSC Sign Payment File WinApp |             |
| My Schemes             | D | Bank Porta DSC Sign Payment  | File WinApp |
| Agencies               | Þ | Payment Status               |             |
| EAT MIS Process        | D | PPA Submission Status        |             |

The "**Digitally Sign File (Winapp)**" page will appear as below. The list of the Winapp compatible Banks is provided in the green highlighted link "List of enabled Bank"

Note: Click on "Download SOP" to read the SOP instructions available on the login page.

| a.    |                  |                      |                 |               |                          | Digitally Sign File (WinApp)                      |  |
|-------|------------------|----------------------|-----------------|---------------|--------------------------|---|--|
|       |                  |                      |                 |               |                          |   |  |
| Note  | e: Your Bank     | Accounts are now com | patible with th | he New Winapp | utility (List of enabled | bank). Please Download SOP and install the new    | w DSC version through the Download link and referring to user manual link available on this page |
|       |                  |                      |                 |               |                          | New version released on 22/09/2023, Please downlo | ad and install new version, Old version not supported.   |
| Dow   | nload User Ma    | nual                 |                 |               |                          |   | Download DSC Window Application (Version : 1.0.1.4)  |
|       |                  |                      |                 |               |                          |   |  |
| Finan | cial Year:       | Select               | ۷               | Scheme:       | Select                   | v   |  |
| Paym  | ent File Status: | Select One           | ۷               | Submit        | Reset                    |   |  |
|       |                  |                      |                 |               |                          |   |  |

User can view the list of the Winapp compatible Banks by clicking on the link "list of enabled bank"

| Scheme:  | Sele   |                                |     |
|----------|--------|--------------------------------|-----|
| Y Submit | L      | ist of enabled bank for WinApp |     |
|          | Sr. No | Bank Name                      | 1   |
|          | 1      | ARUNACHAL PRADESH RURAL BANK   |     |
|          | 2      | AXIS BANK                      |     |
|          | 3      | BANDHAN BANK                   |     |
|          | 4      | BANK OF BARODA                 |     |
|          | 5      | BANK OF INDIA                  |     |
|          | 6      | BANK OF MAHARASHTRA            |     |
|          | 7      | BARODA GUJARAT GRAMIN BANK     |     |
|          | 8      | BIHAR STATE CO-OP,BANK LTD.    |     |
|          | 9      | CANARA BANK                    | +   |
|          | 4      |                                | - F |

For signing the payment file, the User will choose the **financial year**, **Scheme**, **and Payment file Status** for signing the file. Then Click on the **"Submit**" button.

|               | _             |  |   | Do not                | t refresh          | and click (          | on back    | button. For DSC Sta      |
|---------------|---------------|--|---|-----------------------|--------------------|----------------------|------------|--------------------------|
| Financial Yea | a 3           | 2022-202   | 3   | ~                     | Scheme             |                      | DL144 - An | imal husbandery (DL)     |
| Payment File  | Status)       | Pending p<br>Select Or<br>Signed Dsc<br>Rejected p | ayment files for<br>ter-<br>procest files for to<br>payment files<br>avment files | or DSC Y              | Subn               |                      | leset      |                          |
| Select        | Account<br>No | Bank<br>Name                                       | Voucher No  | Payment<br>Advice No. | Sanction<br>Letter | No Of<br>Beneficiary | Amount     | Payment File Name        |
| 0             | 56789445678   | BANK   | DL1N00002053-<br>2023-<br>00000107  | C092025751056         |                    | 1                    | 65.00      | 051D5CPAYREQ010920222.xn |
| 0             | 56789443678   | HDFC<br>BANK<br>LTD                                | DL3N00002063-<br>2023-<br>00000102  | C092025751054         |                    | 1                    | 140.00     | 051DSCRAYREQ010920221.xm |
| 0             | 56789445678   | HDFC   | DL1N00002063-   | C092025625868         |                    | 1                    | 55.00      | File under processing    |

List of files displayed on the grid, user locates the file that requires to sign and clicks on "Apply Digital Signature".

|   |              | SANK<br>LTD         | 2523-                               |               |    |        |                           |          |            |          |            |                         |         |     |
|---|--------------|---------------------|-------------------------------------|---------------|----|--------|---------------------------|----------|------------|----------|------------|-------------------------|---------|-----|
| 0 | 567894456789 | HOPC<br>BANK<br>UTD | 01.3N00002063-<br>2523-<br>00000512 | 6092023751054 |    | 140.00 | 03106CR4/REQ010900221.xm8 | restudot | 01/08/2022 | neetudat | 01/08/2022 | Apply Digital Signature | lieject |     |
| 0 | 567894496789 | HORC<br>BASK<br>UTD | DLIM00002062-<br>2023-<br>00000068  | C092023625868 |    | 35.00  | File under processing     | neetudod | 06/08/2022 | restuda5 | 86/06/2022 | Apply Digital Signature | Reject  | 22  |
| ۲ | 67894436789  | HORC<br>BANK<br>LTD | DL3N00002063-<br>2023-<br>00000059  | 092025625852  | L) | 20.00  | 05106CRA#8Q050820222 ++4  | neitudo5 | 54/06/2022 | reetudad | 04/08/2022 | Apply Digital Signature | Reject  | Sel |
| 0 | 567894456789 | HOFC<br>BANK        | 0UN00002063-<br>2023-               | 0192025625775 |    | 20.00  | ozrodowi wagodobozok uwi  | neetudo5 | 21/07/2022 | neetudat | 21/07/2022 | Apply Digital Signature | Reject  |     |

DSC Enrollment E-Sign page will appear, the user require to click on Digital Sign then it will ask for User's PIN

| a Controller   | nancial Ma<br>General of Acco                         | unagement System<br>unts, Ministry of Finance | n-PFMS We<br>(tensory CPSNIS) L<br>Use   | lcome : sna sna<br>ogin ID : neetuda5<br>r Type : AGENCY<br>ial Year : 2022-2023 | DA<br>3 |              |
|--|---|---|--|--|---------|--------------|
| DSC E-Sign   | User DSC Deta   | ills  | v  | Aersion: 1.0.2   |         |              |
| DSC F-S  | ien.  |   |  |  |         |              |
|  |   |   |  | _  |         |              |
|  |   |   |  |  |         |              |
| PFMS Digital Sig<br><b>ublic Fin</b><br>'a Controller B                    | nature<br>ancial Mana<br>Seneral of Account           | igement System-PF                             | Welcome : S<br>(PSNS) Login ID : II<br>User Type : A   | na sna<br>eetuda5<br>GENCYDA   |         | Digital Sign |
| ublic Fin<br>a Controller B  | ancial Mana<br>ieneral of Account                     | ngement System-PF                             | MS Welcome : s<br>Cross) Login ID : II<br>User Type : A<br>Financial Year : 2<br>Version : 1 | na sna<br>eetuda5<br>IGENCYDA<br>022-2023<br>0-2                                 |         | Digital Sign |
| PPMS Dignal Sig<br>ublic Fin<br>la Castraller B<br>DSC E-Sign<br>DSC E-Sig | ancial Mana<br>ieneral of Account<br>User DSC Details | ngement System-PF                             | MS Welcome : s<br>Login ID : n<br>User Type : A<br>Financial Year : 2<br>Version : 1         | na sna<br>eetuda5<br>IGENCYDA<br>022-2023<br>0.2                                 |         | Digital Sign |

On successful signing the message "Payment file signed successfully" appears on screen.

| Public Fi<br>D/s Controlle | nancial Management Sy<br>Ganeral of Accounts, Ministry of Fina | Item-PFMS    | User Type 1 AGEN    | da5<br>iCYDA<br>2023 |              |
|----------------------------|--|--------------|---------------------|----------------------|--------------|
| DSC E-Sign                 | User DSC Details   |              | Version: 1.0.2      |                      |              |
| DSC E-5                    | lgn  |              |                     |                      |              |
| DSC                        | Senal Number: 53996758   |              | DSC Owner Name:     | NITESH KUIMAR JHA    |              |
|                            |  | Caption      | ×                   |                      |              |
|                            |  | Payment file | signed successfully |                      |              |
|                            |  |              | OK                  |                      |              |
|                            |  |              |                     |                      |              |
| Payr                       | ment file signed successfully                                  |              |                     |                      |              |
|                            |  |              |                     |                      | Digital Sign |

To fetch the status on the payment file click on "Get DSC Status"

|   | NO           | Name                |                                    | Advice No.    | Letter | веленскагу |        |                           | ву       | VII        | ву       | Vii        |                         |        |      |
|---|--------------|---------------------|------------------------------------|---------------|--------|------------|--------|---------------------------|----------|------------|----------|------------|-------------------------|--------|------|
| ) | 567894456789 | HDPC<br>BANK<br>LTD | DLIW00002063-<br>2023-<br>00000107 | C092025751056 |        | 1          | 65.00  | 051D6CPAYREQ010920222.xml | neetudo5 | 01/09/2022 | neetuda5 | 01/09/2022 | Apply Digital Signature | Reject | -Sel |
|   | 567894456789 | HDFC<br>BANK<br>LTD | DLIN00002063-<br>2023-<br>00000002 | C092025751054 |        | 1          | 140.00 | 051D5CPA/REQ010920221.xml | neetudo5 | 01/09/2022 | neetuda5 | 01/09/2022 | Apply Digital Signature | Reject |      |
|   | 567894456789 | HDFC<br>BANK<br>LTD | DLIW00002063-<br>2023-<br>00000068 | C092025625868 |        | 1          | 55.00  | File under processing     | neetudo5 | 08/06/2022 | neetuda5 | 08/08/2022 | Apply Digital Signature | Reject |      |
|   | 567894456789 | HDFC<br>BANK<br>LTD | DLIW00002063-<br>2023-<br>00000059 | C092025625852 |        | 1          | 20.00  | 051D5CPAYREQ050820222.xml | neetudo5 | 04/08/2022 | neetuda5 | 04/08/2022 | Apply Digital Signature | Reject |      |
| 0 | 567894456789 | HDFC<br>BANK        | DLIN00002063-<br>2023-             | C092025625773 | _      | 1          | 20.00  | 051D5CR4/REQ080820224.sml | neetudo5 | 21/07/2022 | neetuda5 | 21/07/2022 | Get DSC Status          | Reject | -Sel |

#### Message "Payment file has been signed" appears on page.

|             |                              |                                       |  |                                       | Payment file has been signed. |                      |                 |                      |                           |                             |                            |                              |  |        |             |
|-------------|------------------------------|---------------------------------------|--|---------------------------------------|-------------------------------|----------------------|-----------------|----------------------|---------------------------|-----------------------------|----------------------------|------------------------------|--|--------|-------------|
| tancial Yes | an [                         | 2022-202                              | 3  | ۷                                     | Scheme                        | . (                  | )L144 - An      | imal husbandery (DL) |                           | ~                           |                            |                              |  |        |             |
| yment File  | e Status:                    | Pending p                             | ayment files fo                                  | or DSC 🗸 🗸                            | Subr                          | nit F                | leset           |                      |                           |                             |                            |                              |  |        |             |
| Pend        | ding Payment Files For DSC   |                                       |  |                                       |                               |                      |                 |                      |                           |                             |                            |                              |  |        |             |
|             |                              |                                       |  |                                       |                               |                      |                 |                      |                           |                             |                            |                              |  |        |             |
| Select      | Account<br>No                | Bank<br>Name                          | Voucher No                                       | Payment<br>Advice No.                 | Sanction<br>Letter            | No Of<br>Beneficiary | Amount          | Payment File Name    | Created<br>By             | Created<br>On               | Approved<br>By             | Approved<br>On               | Apply Digital Signature                            |        | Reje        |
| Select      | Account<br>No<br>56789445671 | Bank<br>Name<br>B HDFC<br>BANK<br>LTD | Voucher No<br>DLIN00002063-<br>2023-<br>00000107 | Payment<br>Advice No.<br>092025751056 | Sanction<br>Letter            | No Of<br>Beneficiary | Amount<br>65.00 | Payment File Name    | Created<br>By<br>neetudo5 | Created<br>On<br>01/09/2022 | Approved<br>By<br>neetuda5 | Approved<br>On<br>01/09/2022 | Apply Digital Signature<br>Apply Digital Signature | Reject | Reje<br>Sck |

# VERIFY -- Signed DSC payment files

On the "Digitally Sign File" page, the user will choose the financial year, Scheme, and Payment file Status as "Signed DSC payment files" for verification DSC payment file was successfully signed then click on the "Submit" button.

| ancial Yearı<br>mant File Status | 2                   | 022-2023       | naument filer                      | ¥                     | Schemes                    | DL1                | 44 - Animal hu       | isbandery | (DL)         |              | *              |                |                           |
|----------------------------------|---------------------|----------------|------------------------------------|-----------------------|----------------------------|--------------------|----------------------|-----------|--------------|--------------|----------------|----------------|---------------------------|
| Signed Dsc                       | Paymer              | nt Files       | payment mes                        |                       | Submit                     | Reso               |                      |           |              |              |                |                |                           |
| Account<br>No                    | Bank<br>Name        | Scheme<br>Code | Voucher No                         | Payment<br>Advice No. | CPSMS<br>Transaction<br>ID | Sanction<br>Letter | No Of<br>Beneficiary | Amount    | Signed<br>By | Signed<br>On | Approved<br>By | Approved<br>On | Digita<br>Signatu<br>Date |
| 567894456789                     | HDFC<br>BANK<br>LTD | DL144          | DLIN00002063-<br>2023-<br>00000109 | C092025751058         | C092025751058              |                    | 1                    | 50.00     | neetudo5     | 01/09/2022   | neetuda5       | 01/09/2022     | 01/09/20                  |
| 567894456789                     | HDFC<br>BANK<br>LTD | DL144          | DLIN00002063-<br>2023-<br>00000083 | C092025625883         | C092025625883              |                    | 1                    | 20.00     | neetudo5     | 11/08/2022   | neetuda5       | 22/08/2022     | 22/08/20                  |
| 567894456789                     | HD/C<br>BANK        | DL144          | DLIN00002063-                      | C092025625866         | C092025625866              |                    | 1                    | 60.00     | neetudo5     | 08/08/2022   | neetuda5       | 08/08/2022     | 08/08/20                  |

| Signed Dsc    | Paymer              | gned USC  <br>It Files | payment files                      | Ť                     | Submit                     | Rese               | et                   |        |              |              |                |                |                              |
|---------------|---------------------|------------------------|------------------------------------|-----------------------|----------------------------|--------------------|----------------------|--------|--------------|--------------|----------------|----------------|------------------------------|
| Account<br>No | Bank<br>Name        | Scheme<br>Code         | Voucher No                         | Payment<br>Advice No. | CPSMS<br>Transaction<br>ID | Sanction<br>Letter | No Of<br>Beneficiary | Amount | Signed<br>By | Signed<br>On | Approved<br>By | Approved<br>On | Digital<br>Signature<br>Date |
| 167894456789  | HDFC<br>BANK<br>LTD | DL144                  | DLIN00002063-<br>2023-<br>00000109 | C092025751058         | C092025751058              |                    | 1                    | 50.00  | neetudo5     | 01/09/2022   | neetuda5       | 01/09/2022     | 01/09/2022                   |
| 67894436789   | HDFC<br>BANK<br>LTD | DL144                  | DL1N00002063-<br>2023-<br>00000083 | C092025625883         | C092025625883              |                    | 1                    | 20.00  | neetudo5     | 11/08/2022   | neetuda5       | 22/08/2022     | 22/08/2022                   |
| 67894456789   | HDFC<br>BANK<br>LTD | DL144                  | DL1N00002063-<br>2023-<br>00000067 | C092025625866         | C092025625866              |                    | 1                    | 60.00  | neetudo5     | 08/08/2022   | neetuda5       | 08/08/2022     | 06/08/2022                   |
| 67894456789   | HDFC<br>BANK<br>LTD | DL144                  | DLIN00002063-<br>2023-<br>00000063 | C092025625858         | C092025625858              |                    | 1                    | 40.00  | neetudo5     | 05/08/2022   | neetuda5       | 05/08/2022     | 06/08/2022                   |
| 57894456789   | HDFC<br>BANK<br>LTD | DL144                  | DLIN00002063-<br>2023-<br>00000060 | C092025625854         | C092025625854              |                    | 1                    | 10.00  | neetudo5     | 04/08/2022   | neetuda5       | 04/08/2022     | 05/08/2022                   |
| \$7894456789  | HDFC<br>BANK<br>LTD | DL144                  | DLIN00002063-<br>2023-<br>00000058 | C092025625773         | C092025625773              |                    | 1                    | 20.00  | neetudo5     | 21/07/2022   | neetuda5       | 21/07/2022     | 01/09/2022                   |

# 2 Case2: New User/DSC not Enrolled, New WinApp utility needs to install

In this case, the user is new and DSC is not enrolled earlier. First the users need to enroll DSC using the WinApp utility and all steps mentioned below required to follow:

Before starting with the DSC enrollment process, a few prerequisites should verified on the computer. Prerequisites are as follows:

- The user must ensure Digital Signature Certificate (DSC) key is already installed on Computer.
- The DSC Window Application available on the portal must be installed on the computer (Steps for installing the Win App utility are mentioned below)

## 2.1 Installing the DSC WinApp

## User: Agency checker

The User Navigates to "Masters>DSC Management>Enrol DSC Win App" and the page "Digital Signature Enrollment" opens.

| construction formation of the formation of |   |                        |                                |
|--|---|------------------------|--------------------------------|
| Health Module  | Þ |                        |                                |
| Sanctions  | D | No record found        |                                |
| Reports  |   |                        |                                |
| My Details   | D |                        |                                |
| Masters  | D | Beneficiary Management |                                |
| My Schemes   | Þ | DSC Management         | Enroll DSC                     |
| Agencies   | D | Add Master Project     | Enroll DSC Win App             |
| EAT MIS Process  | D | Vendors D              | Enrolled DSC Enroll DSC WinApp |
| My Funds   | D |                        | Expired DSC                    |

The user needs to Download DSC Window Application (Version: 1.0.1.4) as shown below

| DSC Enrolment   |   |
|---|---|
| Digital Signature Enrollment  |   |
| orted.  | Download DSC Window Application (Version : 1.0.1.4) |
| To enroll your certificate please attach your USB Token, then click the below button:<br>Digital Certificate Enrollment |   |

DSC utility setup package will be installed, which requires to execute on the computer for DSC utility installation. Post-installation it will ask for a system reboot, please allow the system to reboot by saving all your work.



After successful installation user can verify whether the utility was successfully installed or not by browsing the **control panel** having the Utility with the name "**Digital Signature Certificate**".

| 0 | Programs and Features                                      |  |                                     |              |         |                  |
|---|--|--|-------------------------------------|--------------|---------|------------------|
| ÷ | <ul> <li>         →          <ul> <li></li></ul></li></ul> | anel > Programs > Programs and Features                  |                                     |              |         |                  |
|   | Control Panel Home   | Uninstall or change a program                            |                                     |              |         |                  |
|   | View installed updates                                     | To uninstall a program, select it from the list and then | click Uninstall, Change, or Repair. |              |         |                  |
| Ŷ | Turn Windows features on or                                |  |                                     |              |         |                  |
|   | οπ   | Organize 🕶 Uninstall Change Repair                       |                                     |              |         |                  |
|   | Install a program from the<br>network                      | Name   | Publisher                           | Installed On | Size    | Version          |
|   |  | C Microsoft Edge   | Microsoft Corporation               | 8/1/2022     |         | 103.0.1264.77    |
|   |  | McAfee Endpoint Security Platform                        | McAfee, LLC.                        | 7/25/2022    | 182 MB  | 10.7.0           |
|   |  | McAfee Endpoint Security Threat Prevention               | McAfee, LLC.                        | 7/25/2022    | 56.8 MB | 10.7.0           |
|   |  | McAfee Endpoint Security Web Control                     | McAfee, LLC.                        | 7/25/2022    | 37.3 MB | 10.7.0           |
|   |  | McAfee Endpoint Security Adaptive Threat Protection      | McAfee, LLC.                        | 7/25/2022    | 27.9 MB | 10.7.0           |
|   |  | AnyDesk  | philandro Software GmbH             | 7/25/2022    | 2.00 MB | ad 7.0.13        |
|   |  | <ul> <li>Microsoft OneDrive</li> </ul>                   | Microsoft Corporation               | 7/25/2022    | 241 MB  | 22.141.0703.0002 |
|   |  | Google Chrome  | Google LLC                          | 7/20/2022    |         | 103.0.5060.134   |
|   |  | Bk-0   | Feitian Technologies Co., Ltd.      | 7/19/2022    |         | 1.1.18.901       |
|   |  | Digital Signature Certificate                            | PFMS                                | 7/18/2022    | 5.77 MB | 1.0.2            |
|   |  | Adobe Acrobat DC (64-bit)                                | Adobe                               | 6/22/2022    | 535 MB  | 22.001.20142     |
|   |  | McAfee Security Scan Plus                                | McAfee, LLC                         | 6/22/2022    | 10.2 MB | 4.0.135.1        |
|   |  | 💆 McAfee Agent   | McAfee, LLC.                        | 4/25/2022    |         | 5.7.6.251        |
|   |  | Microsoft Update Health Tools                            | Microsoft Corporation               | 4/5/2022     | 1.01 MB | 3.67.0.0         |
|   |  | Update for Windows 10 for x64-based Systems (KB50        | Microsoft Corporation               | 2/16/2022    | 812 KB  | 4.91.0.0         |
|   |  | Postman x86_64 9.1.5                                     | Postman                             | 11/22/2021   | 125 MB  | 9.1.5            |
|   |  | 🔐 Notepad++ (32-bit x86)                                 | Notepad++ Team                      | 11/17/2021   | 21.9 MB | 8.1.9.1          |
|   |  |  |                                     |              |         |                  |

## 2.2 DSC Enrollment

# User: Agency checker

The User Navigates to "Masters>DSC Management>Enrol DSC Win App" and the page "Digital Signature Enrollment" opens.

For Enrolling the Digital Certificate, the user needs to click on "Digital Certificate Enrolment" button available on the screen.

Note: Epass file needs to plug in, it will ask for execution then the certificate files auto populate.

| Digital Signature Enrolime                              | ent  |
|---|--|
|   | Download DSC Window Application (Version : 1.0.) |
| To enroll your certificate please attach your USB Token | , then click the below button:                   |
| Digital Certificate Enrollment                          | 3  |

The pop-up message will appear on the screen "Open Digital Signature" for confirmation.

| b Email Web Client SL.   PFMS  Calendar( National.   F Email Web Client SL.   Public Financial Management St.   Comparison of the St.   Comparison of | Open Digital Signature?<br>https://training.pfms.gov.in wants to open this application.                                  | X1  |
|---|--|---|
| We Controller General of Accounts, Ministry of  | Always allow training pfms.gov.in to open links of this type in the associated app     Open Digital Signature     Cencel | 12:49:57 PH   |
| holanship Hanagement D<br>A D<br>Payment D<br>alth Hodule D   | Your DSC Enrollment request forwarded to Window<br>and in under process. Please wait                                     | Jownload DSC Window Application ( Version : 1.0.1.<br>Application |

After clicking on "**Digital certificate Enrollment**" the below screen appears for a few seconds, while fetching the signature files

| Digital Signature Enrollme               | nt   |
|--|--|
| Your DSC Enrollment request forwarded to | Download DSC Window Application ( Version : 1.0.1. |
| and in under process. Please             | ) Window Application                               |
| Get Enrollment Status                    | wait   |

The Digital Signature Enrollment screen appears the issued certificate requires to be selected from the drop-down list.

| blic Financial Mana<br>Controller General of Accounts | agement Syste<br>a, Ministry of Finance | m-PFMS        | Welcome : sna sn<br>Login ID : neetud<br>User Type : AGEN<br>Einancial Year : 2022.2 | a<br>fa5<br>CYDA<br>023 |                           |           |   |  |
|---|---|---------------|--|-------------------------|---------------------------|-----------|---|--|
| gital Signature Enrollment                            | User DSC Details                        |               | Version : 1.0.2  |                         |                           |           |   |  |
| Digital Signature Enrollment                          |   |               |  |                         |                           |           |   |  |
| Issued Certificate                                    | Select certificate                      |               |  |                         |                           |           | ~ |  |
| Issuer Organization                                   | NITESH KUMAR J                          | HA [53996758] |  |                         |                           |           |   |  |
| Certificate Valid From                                |   |               | Certificate Valid  | Upto :                  |                           |           |   |  |
| Serial Number   |   |               | Pur  | pose:                   | Digitally Counter Sign UC |           | ~ |  |
| Owners Name   |   |               |  |                         | Ado                       | l Purpose |   |  |
| Owners Organization Unit                              |   |               |  | Purpo                   | se                        | Action    |   |  |
| Owners Organization                                   |   |               |  |                         |                           |           |   |  |
|   |   |               | L  |                         |                           |           |   |  |
|   |   |               |  |                         | Enroll Digital S          | ignature  |   |  |

Based on the issued certificate selection other field gets auto-filled except the purpose. User need to select the purpose from the drop0down, then click on the button "Add purpose".

| Public Financial Mana<br>/a Controller General of Accounts | gement System-F          | PFMS          | Welcome : sna sna<br>Logis ID : neetuda<br>User Type : AGENC | 5<br>YDA        |  |         |   |  |
|--|--------------------------|---------------|--|-----------------|--|---------|---|--|
| Digital Signature Enrollment                               | User DSC Details         |               | Version : 1.0.2  | Version : 1.0.2 |  |         |   |  |
| Digital Signature Enrollment                               |                          |               |  |                 |  |         |   |  |
| Issued Certificate   | NITESH KUMAR JHA [5      | 1996758 j     |  |                 |  |         | × |  |
| Issuer Organization  | Gujarat Narmada Valley F | entilizers ar | d Chemicals Limited  |                 |  |         |   |  |
| Certificate Valid From                                     | 04-03-2021 16:00:32      |               | Certificate Valid U  | pto :           | 26-02-2023 16 55-08  |         |   |  |
| Senal Number   | 53996758                 |               | Purpo  | 258             | Digitally Counter Sign UC                                  |         | ~ |  |
| Owners Name  | NITESH KUMAR JHA         |               |  |                 | Digitally Counter Sign UC<br>Digitally sign beneficary lis | 1       |   |  |
| Owners Organization Unit                                   | *expenditure.CID - 67628 | 73°           | 9  | hurpo           | ise  | Action  |   |  |
| Owners Organization  | PFMS office of CGA       |               |  |                 |  |         |   |  |
|  |                          |               |  | _               |  |         |   |  |
|  |                          |               |  |                 | Enroll Digital Si  | gnature |   |  |

The added purpose will appear in purpose box and then click on "Enroll Digital Signature" button.

| Controller General of Accounts | , Ministry of Finance | (breach CPSMS)      | Login ID : neetuda5<br>User Type : AGENCY<br>Einandial Year : 2022-2021 | DA                               |                   |   |
|--------------------------------|-----------------------|---------------------|---|----------------------------------|-------------------|---|
| gital Signature Enrollment     | User DSC Details      |                     | Version : 1.0.2   |                                  |                   |   |
| Digital Signature Enrollment   |                       |                     |   |                                  |                   |   |
| Issued Certificate :           | NITESH KUMAR J        | HA [ 53996758 ]     |   |                                  |                   | ~ |
| Issuer Organization            | Gujarat Narmada V     | alley Fertilizers a | od Chemicals Limited  |                                  |                   |   |
| Certificate Valid From         | 04-03-2021 16:00:32   | 1                   | Certificate Valid Up  | nto: 26-02-2023 16:55            | 08                |   |
| Serial Number                  | 53996758              |                     | Purpos  | e Digitally Counter              | Sign UC           | Ŷ |
| Owners Name :                  | NITESH KUMAR JI       | HA                  | _   |                                  | Add Purpose       |   |
| Owners Organization Unit       | "expenditure,CID -    | 6762873*            | Pu  | irpose<br>itally Counter Sign UC | Action<br>Delete  |   |
| Owners Organization            | : PFMS office of CG/  | <b>N</b>            |   |                                  |                   |   |
|                                |                       |                     |   | -                                |                   |   |
|                                |                       |                     |   | Enroll                           | Digital Signature |   |

Enter user PIN to proceed further with DSC Enrollment

| lic Financial Mana<br>antroller General of Accounts | gement (<br>s, Ministry of ) | System-PFMS<br>(torearly CPSMS) | Welcome :<br>Login ID :<br>User Type : | sna sna<br>neetuda5<br>AGENCYDA |                          |               |
|---|------------------------------|---------------------------------|--|---------------------------------|--------------------------|---------------|
| al Signature Enrollment                             | User DSC De                  | tails                           | Version :                              | 1.0.2                           |                          |               |
| Digital Signature Enrollment                        | NITESH                       | Verify Liser PIN                |  |                                 |                          | v             |
| Issuer Organization :                               | Gujarat N                    | Now verify your t               | Jser PIN:                              |                                 |                          |               |
| Certificate Valid From:                             | 04-03-202                    | Liser DIN:                      |  |                                 | -02-2023 16:55:08        |               |
| Serial Number                                       | 539967                       | Ena                             | ble soft keyboard                      |                                 | igitally Counter Sign UC | : v           |
| Owners Name :                                       | NITESH                       | Change User PIN                 | Login                                  | Cancel                          | Ac                       | ld Purpose    |
| Owners Organization Unit:                           | *expenditu                   | re.CID - 6762873"               |  | Purpose                         | Counter Sign UC          | Action Delete |
| Ounore Organization                                 | PEMS offic                   | e of CGA                        |  |                                 |                          |               |

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After successful enrolment, the pop up message "Digital Signature Enrollment Done successfully" appears on the screen.

|                              |                   | User Type : AGENCY<br>Financial Year : 2022-2023  | DA<br>3   |                 |         |
|------------------------------|-------------------|---|---|-----------------|---------|
| Digital Signature Enrollment | User DSC Details  | Version: 1.0.2                                    |   |                 |         |
| Digital Signature Enrollment |                   |   |   |                 |         |
| Issued Certificate           | NITESH KUMAR      | JHA [ 53996758 ]                                  |   |                 | ~       |
| Issuer Organization          | Gujarat Narmada   | د   | x   |                 |         |
| Certificate Valid From       | 04-03-2021 16:00  |   | 26-02-2023 16:55:08   |                 |         |
| Serial Number                | 53996758          | Digital Signature Enrollment Done Successfully.   | Digitally Counter Sign UC   | l.              | ~       |
| Owners Name                  | NITESH KUMAR      | OK  | Ad  | d Purpose       |         |
| Owners Organization Unit     | "expenditure.CID  | - 6762873"  | urpose  | Action          |         |
| Owners Organization          | PFMS office of CO | SA  | puny counter sign oc  | Delete          |         |
|                              |                   |   |   |                 |         |
| Digital Signature Enro       | ollment Done Su   | ccessfully.                                       | Enroll Digital  | Signature       |         |
|                              | ©2009             | Public Financial Management System. All Rights Re | served  |                 |         |
|                              |                   | Digital Signature Enrollment                      |   |                 |         |
|                              |                   |   |   |                 |         |
|                              | Diai              | tal Signature Enrollment Done Success             | Sfully.   | ition ( Version | n : 1.0 |
|                              | Ungi              | an organizative enrollment point outcoust         | and the second se |                 |         |

# 2.3 DSC Approval

The User Navigates to "Masters>DSC Management>Approve DSC"

# User: Agency Admin

|                 |                   | -                      |               |                     |
|-----------------|-------------------|------------------------|---------------|---------------------|
| Agency          | ⊳                 |                        |               |                     |
| Reports         | Menne Milderner 1 |                        |               |                     |
| My Details      | D                 |                        |               | Agency Bar          |
| Masters         | Þ                 | Users                  | D             |                     |
| My Schemes      | D                 | Bulk Customization     | Þ             |                     |
| Agencies        | D                 | DSC Management         | Þ             | Enrolled DSC        |
| EAT MIS Process | D                 | Add Master Project     | 7 10 10 10 10 | Approve DSC         |
| My Funds        | D                 | Vendors                | D             | DeActiv Approve DSC |
| Transfers       | D                 | Agency Wise Allocation | 2             | Expired DSC         |
| Advances        | D                 | Drawing Limits by SNA  |               |                     |

The **"Digital Signature Approval"** page appears with the user name, enrolled date, owner, validity, and registration details having status as **"Created"** 

| Public Fin<br>D/o Controller | nancia<br>General | al Managen<br>of Accounts, Mini | nent Sys<br>istry of Finan | tem-P                  | FMS<br>• CPNIS)       |            | të<br>Di<br>Ar<br>Ar | elcome:<br>ser Type: AGENCYADH<br>gency: Testing Team 00<br>gency Unique Code: DLIX<br>nancial Year: 2022-2023 | 51<br>100002063 |               | 01:00:24 PM          | DLING                | 10002063] Logout<br>Change Password<br>Legin History<br>English V |
|------------------------------|-------------------|---------------------------------|----------------------------|------------------------|-----------------------|------------|----------------------|--|-----------------|---------------|----------------------|----------------------|---|
|                              |                   |                                 |                            |                        |                       | Digi       | tal Signatur         | re Approval  |                 |               |                      |                      |   |
| ts                           | •                 | User Name                       | Enrolled<br>Date           | Owner<br>Name          | Owner<br>Organization | PAO        | DDO                  | Issuer<br>Organization   | Valid<br>From   | Valid<br>Upto | Registration<br>From | Registration<br>Upto | Status  |
|                              |                   | <u>neetuda5</u>                 | 01/09/2022<br>12:57:19     | NITESH<br>KUMAR<br>JHA | PFMS office of CGA    |            |                      | Gujarat Narmada<br>Valley Fertilizers and<br>Chemicals Limited   | 04/03/2021      | 26/02/2023    | 04/03/2021           | 26/02/2023           | Created   |
| D<br>D                       |                   |                                 |                            | Аррго                  | re Reject             | Reason For | Rejection: -         | Select-  |                 | v             |                      |                      |   |

Select the user name by clicking on the check box and then click on approve button for approving the DSC.

|  | Digital Signature Approval |                        |                        |                       |     |     |  |               |               |                      |                     |
|--|----------------------------|------------------------|------------------------|-----------------------|-----|-----|--|---------------|---------------|----------------------|---------------------|
|  |                            |                        |                        |                       |     |     |  |               |               |                      |                     |
|  | User Name                  | Enrolled<br>Date       | Owner<br>Name          | Owner<br>Organization | PAO | DDO | Issuer<br>Organization   | Valid<br>From | Valid<br>Upto | Registration<br>From | Registratio<br>Upto |
|  | neetuda5                   | 01/09/2022<br>12:57:19 | NITESH<br>KUMAR<br>JHA | PFMS office of CGA    |     |     | Gujarat Narmada<br>Valley Fertilizers and<br>Chemicals Limited | 04/03/2021    | 26/02/2023    | 04/03/2021           | 26/02/2023          |
| Approve Reject Reason For Rejection:Select |                            |                        |                        |                       |     |     |  |               |               |                      |                     |

The message "Approved" will appear on the screen.

| Digital Signature Approval |                 |  |  |  |  |
|----------------------------|-----------------|--|--|--|--|
|                            | Approved        |  |  |  |  |
|                            | No Record Found |  |  |  |  |

# 2.4 Defining Signatory Levels

Defining Signatory Levels ( $1^{st}$  and  $2^{nd}$ )

# User: Agency Admin

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Page 14 of 24

| DSC | Enro | Iment |
|-----|------|-------|
|     |      |       |

## The User Navigates to "Bank>Signatory Configuration"

| Transfers D                   |   |
|-------------------------------|---|
| Advances                      |   |
| Scheme Allocation             |   |
| Expenditures                  |   |
| Bank D                        | Inter Bank Transfer                       |
| Register/ Track Issue         | Manage Invalid Accounts                   |
| Misc. Deduction Filing        | Manage Inter Bank Transfer                |
| Utilisation Certificate       | Enrol Account DSC                         |
| Accounting System Integration | Reconciled Transactions                   |
| Bank Printing Templates       | Signatory Configuration                   |
|                               | Un-reconcile Signatory Configuration Site |
|                               | Annual Antion Keep Freeman A              |

The "**Signatory Configuration**" page will appear, the user needs to choose the scheme, agency account choice, and account number.

|   | SIGNATORY CONFIGURATION                              |
|---|--|
| Note: Only those Accounts will appear on this | page which are activated for E-Payment Digital Mode. |
| Scheme :                                      | Select V   |
| Agency Account Choice:                        | Self O Parent Agency                                 |
| Account Number :                              | Select V   |
|   |  |
|   |  |
|   |  |

After entering the scheme and account details, the user can define the signature levels depending on the amount range by clicking on the edit button. For example 1 to 60 – level 1 signature required and amount ranges from 61 to 150 – level 2 signature required then save the details by clicking on the save button. Success Message "**Amount has been saved successfully**" will appear in case the agency admin made any changes in ranges.

| Vote: | ote: Only those Accounts will appear on this page which are activated for E-Payment Digital Mode. |                            |   |              |     |  |  |  |  |  |  |  |  |
|-------|---|----------------------------|---|--------------|-----|--|--|--|--|--|--|--|--|
|       | Scheme : DL14   | 4 - Animal husbandery (DL) |   |              |     |  |  |  |  |  |  |  |  |
|       | Agency Account Choice: 🕘 S  |                            |   |              |     |  |  |  |  |  |  |  |  |
|       | Account Number : 5678   | 4456789 - HDFC BANK LTD    | ۷ |              |     |  |  |  |  |  |  |  |  |
|       |   |                            |   |              |     |  |  |  |  |  |  |  |  |
|       | Minimum Amount(Per Batch)   | Maximum Amount(Per Batch)  |   | No. Of Level |     |  |  |  |  |  |  |  |  |
| ŧ     | 1   | 60                         |   | 1            |     |  |  |  |  |  |  |  |  |
|       |   |                            |   |              |     |  |  |  |  |  |  |  |  |
| Ð     | 61  | 150                        |   | 2            | 1   |  |  |  |  |  |  |  |  |
|       |   | _                          |   |              |     |  |  |  |  |  |  |  |  |
|       |   |                            |   |              | Add |  |  |  |  |  |  |  |  |

| DSC Enrolment |  |                              |     |                 |             |
|---------------|--|------------------------------|-----|-----------------|-------------|
|               | training.pfms.gov.<br>Amount has been sa | in says<br>ved successfully. |     |                 |             |
|               |  |                              |     | ок              |             |
| Mr.           | Abhishek                                 | Sr.TPM                       | 1.0 | Initial version | 06/Sep/2022 |

# 2.5 Signing the Enrollment File

## The User Navigates to "Bank>Enrol Account DSC WinApp"

| Advances                | D |                                      |
|-------------------------|---|--------------------------------------|
| xpenditures             | D |                                      |
| Bank                    | þ | Inter Bank Transfer                  |
| Register/ Track Issue   |   | Enrol Account DSC                    |
| Misc. Deduction Filing  |   | Enrol Account DSC WinApp             |
| Utilisation Certificate | Þ | Bank Charges Enrol Account DSC WinAp |
| OLD UC                  | D |                                      |

# 2.5.1 Signing first level

## User: Agency Checker (Level 1)

Considering the above example - Signatory for 1st level having a range as 1 to 60

The **"Bank Account Dsc Enrollment File**" page will appear with a list of pending signing DSC Enrollment files. Locate the file from the list, select it by clicking on the left radio button and then click on **"Sign Enrollment file**".

|                  |                             |  | В       | ank Account | Dsc Enrolln | nent File                 | -                         |                |                      |
|------------------|-----------------------------|--|---------|-------------|-------------|---------------------------|---------------------------|----------------|----------------------|
| icar Nami        | er (n3 (n3                  |  |         |             |             | D                         | ownload DSC V             | Vindow Applica | tion ( Version : 1.0 |
| Pendin<br>Select | ng For Signing<br>Bank Name | DSC Enrollment Files<br>Account Number | Minimum | Maximum     | Signatory   | From Date                 | ToDate                    | Signatory      | Sian                 |
|                  |                             |  | Amount  | Amount      | Level       |                           |                           | Status         |                      |
| ۲                | HDFC BANK<br>LTD            | 567894456789                           | 1.00    | 60.00       | 1           | 12/30/2021<br>12:00:00 AM | 12/31/2022<br>12:00:00 AM | Active         | Sign Enrollment F    |
| 0                | HDFC BANK<br>LTD            | 7867878                                | 1.00    | 100.00      | 1           | 12/30/2021<br>12:00:00 AM | 3/31/2022<br>12:00:00 AM  | Active         | Sign Enrollment Fi   |
| 0                | STATE BANK<br>OF INDIA      | 34387697810                            | 1.00    | 10000.00    | 1           | 8/18/2022<br>12:00:00 AM  | 8/31/2022<br>12:00:00 AM  | Active         | Sign Enrollment F    |
| ~                | HDPC BANK                   | 567894456789                           | 61.00   | 150.00      | 1           | 12/6/2021                 | 12/31/2022                | Active         | Con Freedbaund F     |

Then the screen with message "Processing..." appears. A confirmation dialog box seeking confirmation to open the digital signature.

| Select | Bank Name  | Account Number   | Proce  | essing   | Signatory  | From Date                              | ToDate                                      | Signatory<br>Status                           | Sign   |
|--------|--|--|--|--|--|--|---|---|--|
| ۲      | HOPC BASH  | 367894456789   | 8.00   | 471.00   | 1  | 12/30/2021<br>12/00/00 AM              | 12/31/2002<br>12:00:00 AM                   | Active  | Sign Enröllment File                               |
|        | HORC BANK  | 7967078  | 1.00   | 100.00   | 1  | 12/30/2021<br>12:00:00 AM              | 3/31/2022<br>12-00-00 AM                    | Active  | Sign Enrollment File                               |
|        | STATE BANK<br>OF TROUK   | 34387697910  | 1.00   |  | 1  | 8/16/2022<br>12:00:00 AM               | 6/31/2022<br>12/00:00 AR                    | Active  | Sign Enrollmoot File                               |
|        | HOPC BANK  | 567894456789   | 61.00  | 155:00   | 1  | 12/6/2021                              | 12/31/2002                                  | Active  | (Company on the local data                         |
| https  | Ligital Sigi<br>s//training.p<br>Always allow                                | fms.gov.in wants t<br>training.pfms.gov.ir   | o open this app<br>1 to open links of  | olication.<br>I this type in the   | e associated ap                                    | 51<br>10000                            | 2063  | 02:   | 52:46 PM   |
| https  | urgital Sigi<br>s//training.p<br>Always allow                                | insure:<br>Ifms.gov.in wants t<br>training.pfms.gov.ir                             | o open this app<br>to open links of<br>Ope                                       | olication.<br>F this type in the<br>n Digital Signat                               | e associated ap<br>ture                            | ip<br>Icoco                            | 2063  | 02:   | 52:46 PM   |
| http:  | Ligital Sig<br>s//training.p<br>Always allow                                 | fms.gov.in wants t<br>training.pfms.gov.ir   | o open this app<br>to open links of<br>Ope                                       | olication.<br>I this type in the<br>n Digital Signat                               | e associated ap                                    | ncel                                   | 2063<br>niload DSC V                        | 02:<br>Indow Appl                             | S2:46 PM   |
| https  | Digital Sig<br>s//training.p<br>Always allow<br>Do r<br>nent Files           | insure:<br>fms.gov.in wants t<br>training.pfms.gov.ir<br>tot refresh an            | o open this app<br>to open links of<br>Ope<br>ad click on l                      | olication.<br>I this type in the<br>n Digital Signat<br>back butto                 | e associated ap<br>ture Ca<br>m. For DS            | ncel<br>Down                           | 2063<br>hload DSC V<br>ipdate ple           | indow Appl<br>ase click                       | S2:46 PH<br>Ication ( Version :<br>on Get DSC Sta  |
| http:  | Digital Sign<br>s//training.p<br>Always allow<br>Do r<br>nent Files          | ins.gov.in wants t<br>training.pfms.gov.in<br>not refresh an                       | o open this app<br>to open links of<br>Ope<br>ad click on l                      | olication.<br>I this type in the<br>n Digital Signat<br>back butto                 | e associated ap<br>ture Ca<br>m. For DS            | ncel<br>Down                           | 2063<br>nioad DSC V<br>ipdate ple           | indow Applase click                           | S2:46 PH   |
| urolin | Digital Sig<br>s//training.p<br>Always allow<br>Do r<br>nent Files<br>Number | fins.gov.in wants t<br>training.pfms.gov.ir<br>not refresh an<br>Minimum<br>Amount | o open this app<br>to open links of<br>Ope<br>of click on l<br>Maximum<br>Amount | ication.<br>I this type in the<br>n Digital Signat<br>back butto<br>Signat<br>Leve | e associated ap<br>ture Ca<br>m. For DS<br>ory Fro | ncel<br>Down<br>IC Status u<br>Im Date | 2063<br>hload DSC V<br>ipdate ple<br>ToDate | indow Appl<br>ase click<br>Signator<br>Status | S2:46 PH<br>Fication ( Version :<br>on Get DSC Sta |

DSC Enrollment E-Sign page will appear, the user requires to click on Digital Sign then it will ask for the User PIN

| a Controller General of A<br>SC Enrollment E-Sign | User DSC Details | Finance   | Uner Type : .<br>Financial Year : 1<br>Version : 1 | AGENCYDA<br>1022-2023<br>1.0.2 |           |             |   |
|---|------------------|---|--|--------------------------------|-----------|-------------|---|
| DSC Enrollment E-Sig                              | pa               |   |  |                                |           |             |   |
| DSC Serial Numbe                                  | r. 53996758      | Verify User PIN Now verify your U User PIN: Dian Dunge User PIN | her P3k:<br>ble soft keyboard<br>Logen             | Gancel                         | UN AR IHA |             |   |
| Please wait                                       |                  |   |  |                                |           | Xgital Sign | 1 |

On successful enrollment, the message "DSC Enrollment file Signed successfully" is shown to the user.

| Controller General of A | User DSC Details    | inance                   | User Type : AGENCYDA<br>Financial Year : 2022-2023<br>Version : 1.0.2 |     |
|-------------------------|---------------------|--------------------------|---|-----|
| DSC Enrollment E-Si     | gn                  |                          |   |     |
| DSC Serial Numbe        | r: 53996758         | Caption<br>DSC Enrollmen | DSC Owner Name: NITESH KUMAR  | JHA |
| DSC Enrollmen           | t file signed succe | ssfully                  |   |     |

Also, the file successfully enrolled appears in lower grid "Signed DSC Enrolled files" with "Active" status, after the user clicks on "Get DSC status".

| Select  | Bank Name                   | Account Number | Minimum<br>Amount | Maximum<br>Amount | Signatory<br>Level | From Dat                  | te ToDate                 | Signatory<br>Status   | Sign                 |  |  |  |  |
|---------|-----------------------------|----------------|-------------------|-------------------|--------------------|---------------------------|---------------------------|-----------------------|----------------------|--|--|--|--|
| ۲       | HDFC BANK<br>LTD            | 567894456789   | 1.00              | 60.00             | 1                  | 12/30/2021<br>12:00:00 AM | 12/31/2022<br>12:00:00 AM | Active                | Get DSC Status       |  |  |  |  |
| 0       | HDFC BANK                   | 7867878        | 1.00              | 100.00            | 1                  | 12/30/2021<br>12:00:00 AM | 3/31/2022<br>12:00:00 AM  | Active                | Sign Enrollment File |  |  |  |  |
| 0       | STATE BANK<br>OF INDIA      | 34387697810    | 1.00              | 10000.00          | 1                  | 8/18/2022<br>12:00:00 AM  | 8/31/2022<br>12:00:00 AM  | Active                | Sign Enrollment File |  |  |  |  |
| 0       | HDFC BANK<br>LTD            | 567894456789   | 61.00             | 150.00            | 1                  | 12/6/2021<br>12:00:00 AM  | 12/31/2022<br>12:00:00 AM | Active                | Sign Enrollment File |  |  |  |  |
| 0       | HDFC BANK<br>LTD            | 7867878        | 101.00            | 200.00            | 1                  | 12/2/2021<br>12:00:00 AM  | 3/31/2022<br>12:00:00 AM  | Active                | Sign Enrollment File |  |  |  |  |
| Signed  | Signed DSC Enrollment Files |                |                   |                   |                    |                           |                           |                       |                      |  |  |  |  |
| Ac      | count Numbe                 | r Minimum Ar   | nount Maxim       | um Amount         | Signatory L        | evel                      | From Date                 | ToDate                | Signatory<br>Status  |  |  |  |  |
| 6789445 | 6789                        | 1.00           | 60.00             |                   | 1                  | 12                        | //30/2021 12:00:00 AM     | 12/31/2022 12:0<br>AM | 0:00 Active          |  |  |  |  |

## 2.5.2 Signing Second Level

# User: Agency Checker (Level 2)

Considering the above example - Signatory for 2nd level having range 61 to 150

The "Bank Account Dsc Enrollment File" page will appear with a list of pending signing DSC Enrollment files. Locate the file from the list, select it by clicking on the left radio button and then click on "Sign Enrollment file".

| Select | Bank Name              | Account Number | Minimum<br>Amount | Maximum<br>Amount | Signatory<br>Level | From Date                 | ToDate                    | Signatory<br>Status | Sign              |
|--------|------------------------|----------------|-------------------|-------------------|--------------------|---------------------------|---------------------------|---------------------|-------------------|
| 0      | HDFC BANK<br>LTD       | 7867878        | 1.00              | 100.00            | 1                  | 12/30/2021<br>12:00:00 AM | 3/31/2022<br>12:00:00 AM  | Active              | Sign Enrollment F |
| 0      | STATE BANK<br>OF INDIA | 34387697810    | 1.00              | 10000.00          | 1                  | 8/18/2022<br>12:00:00 AM  | 8/31/2022<br>12:00:00 AM  | Active              | Sign Enrollment F |
| ۲      | HDFC BANK<br>LTD       | 567894456789   | 61.00             | 150.00            | 1                  | 12/6/2021<br>12:00:00 AM  | 12/31/2022<br>12:00:00 AM | Active              | Sign Enrollment F |
| 0      | HDFC BANK<br>LTD       | 7867878        | 101.00            | 200.00            | 1                  | 12/2/2021<br>12:00:00 AM  | 3/31/2022<br>12:00:00 AM  | Active              | Sign Enrollment F |
| Signe  | d DSC Enrollm          | ent Files      | mount Maxim       | um Amount         | Signatory L        | evel                      | From Date                 | ToDate              | Signato           |

Then the screen with message "**Processing...**" appears. A confirmation dialog box seeking confirmation to open the digital signature.

| Open Digital Si<br>https://training   | gnature?<br>.pfms.gov.in want<br>w training.pfms.gov | s to open this applic<br>vin to open links of th | ciated app                         | 1<br>10002063 | 02:52:4                        | [nertud<br>Chang<br>6 PN Eng |   |
|---------------------------------------|--|--|------------------------------------|---------------|--------------------------------|------------------------------|---|
| Do                                    | not refresh a  | Open t<br>and click on ba                        | Digital Signature<br>ack button, F | Cancel D      | ownload DSC 1<br>is update ple | Window Applicati             | on ( Version : 1.0.1.<br>Get DSC Status |
| SC Enrollment Files<br>Account Number | Ninimum<br>Amount                                    | Maximum<br>Amount                                | Signatory<br>Level                 | From Date     | ToDate                         | Signatory<br>Status          | Sign                                    |
|                                       |  |  |                                    | 12            |                                |                              |   |

"DSC Enrollment E-Sign" page will appear, the user requires to click on "Digital Sign" then it will ask for User's PIN

| Public Finar<br>1/a Controller Gen | ncial 1<br>eral of A | Management<br>ccounts, Ninistry of | System-PFM<br>finance                         | S Welcome :<br>togin ID :<br>Unor Type :<br>Financial Year : | sna sna<br>neetuda5<br>AGENCYDA<br>2022-2023 |           |              |  |
|------------------------------------|----------------------|------------------------------------|---|--|--|-----------|--------------|--|
| DSC Enrollment                     | E-Sign               | User DSC Details                   |   | Version :  | 1.0.2  |           |              |  |
| DSC Enrollm                        | ent E-Sig            | In                                 |   |  |  |           |              |  |
| DSC Seria                          | l Numbe              | c: 53996758                        | Verify User PIN<br>Now verify yo<br>User PIN: | our User P31:  | ×  | , XMARIHA |              |  |
|                                    |                      |                                    |   | Enable soft keyboard   |  |           |              |  |
|                                    |                      |                                    | Change User PIN                               | Lopin  | Cancel                                       |           |              |  |
|                                    |                      |                                    |   |  |  | 2         |              |  |
| Please v                           | V-011                |                                    |   |  |  |           |              |  |
|                                    |                      |                                    |   |  |  |           | Digital Sign |  |

On successful enrollment, the message "DSC Enrollment file Signed successfully" is shown to the user.

| D/o Controller General of A | ccounts, Ministry of | Finance (termet) CPSMS)  | Login ID : neetud:<br>User Type : AGENC<br>Financial Year : 2022-20 | la5<br>CYDA<br>023 |  |
|-----------------------------|----------------------|--------------------------|---|--------------------|--|
| DSC Enrollment E-Sign       | User DSC Details     |                          | Version: 1.0.2  |                    |  |
| DSC Enrollment E-Sig        | n                    |                          | DEC Ourser Names  |                    |  |
| DOD Senier Humbe            | . 53330730           | Caption<br>DSC Enrollmer | t file signed successfully  |                    |  |
| DSC Enrollmen               | t file signed succ   | essfully                 |   | Digital Sign       |  |

The file successfully enrolled appears in the lower grid "Signed DSC Enrolled files" with "Active" status, after user clicks on "Get DSC status".

| ielect | Bank Name              | Account Number | Minimum<br>Amount | Haximum<br>Amount | Signatory<br>Level | From Date                 | ToDate                   | Signatory<br>Status | Sign               |
|--------|------------------------|----------------|-------------------|-------------------|--------------------|---------------------------|--------------------------|---------------------|--------------------|
| 0      | HDFC BANK              | 7867878        | 1.00              | 100.00            | 1                  | 12/30/2021<br>12:00:00 AM | 3/31/2022<br>12:00:00 AM | Active              | Sign Enroliment Fi |
| 0      | STATE BANK<br>OF INDGA | 34387697810    | 1.00              | 10000.00          | 1                  | 8/18/2022<br>12:00:00 AM  | 8/31/2022<br>12:00:00 AM | Active              | Sign Enrollment Fi |
| 0      | HORC BANK              | 7867878        | 101.00            | 200.00            | 1                  | 12/2/2021<br>12:00:00 AM  | 3/31/2022<br>12:00:00 AM | Active              | Sign Enrollment F  |

| 2010-0253/11/1/// |       |        |   |                        |                           | Status |
|-------------------|-------|--------|---|------------------------|---------------------------|--------|
| 567894456789      | 1.00  | 60.00  | 1 | 12/30/2021 12:00:00 AM | 12/31/2022 12:00:00<br>AM | Active |
| 567894456789      | 61.00 | 150.00 | 1 | 12/6/2021 12:00:00 AM  | 12/31/2022 12:00:00<br>AM | Adive  |

#### 2.6 Signing Payment file

# User: Agency Checker

The User Navigates to "E-Payment > DSC Sign Payment File WinApp"

| D |                              |   |
|---|------------------------------|---|
| Þ |                              |   |
| Þ | Download Benef. for Payment  | status.   |
| Þ | Approve Payment              |   |
| Þ | Print Payment Advice         |   |
|   | Digitally Sign Payment File  |   |
| D | Files Returned by Ministry   |   |
| D | DSC Sign Payment File WinApp |   |
| D | Bank Porta DSC Sign Payment  | File WinApp   |
| D | Payment Status               |   |
| D | PPA Submission Status        |   |
|   |                              | D         Print Payment Advice         D         Digitally Sign Payment File         D         Files Returned by Ministry         D         DSC Sign Payment File WinApp         D         Bank Porta       DSC Sign Payment         D       Payment Status         D       PPA Submission Status |

The "Digitally Sign File (winapp)" page will appear as below.

User can view the winapp compatible banks name by clicking on hyperlink "List of enabled bank". For all those banks, the winapp utility to use for signing the payment files.

|                      |                      |                  |               |                          | Digitally Sign Fi       | ile (WinApp)      |                    |                     |            |  |
|----------------------|----------------------|------------------|---------------|--------------------------|-------------------------|-------------------|--------------------|---------------------|------------|--|
|                      |                      |                  |               |                          |                         |                   |                    |                     |            |  |
| Note: Your Bank      | Accounts are now com | npatible with th | ne New Winapp | o utility (List of enabl | led bank). Please insta | all the new DSC v | version through    | the Download link   | and refe   | rring to user manual link available on this page.  |
|                      |                      |                  |               |                          | New version rele        | eased on 22/09/20 | )23, Please downli | oad and install new | version, O | ld version not supported.                          |
| Download User Ma     | nual                 |                  |               |                          |                         |                   |                    |                     |            | Download DSC Window Application ( Version : 1.0.1. |
|                      |                      |                  |               |                          |                         |                   |                    |                     |            |  |
| Financial Year:      | Select               | *                | Scheme:       | Select                   |                         | ~                 |                    |                     |            |  |
| Payment File Status: | Select One           | ۲                | Submit        | Reset                    |                         |                   |                    |                     |            |  |
|                      |                      |                  |               |                          |                         |                   |                    |                     |            |  |

The User will choose the **financial year, Scheme, and Payment file Status** for signing the file. Then Click on the **"Submit**" button.

| DSC | Enro | Iment |
|-----|------|-------|
|     |      |       |

|   |               |               |                                      |  |                       |                    |                      |            | Digitally Sign Fil        |
|---|---------------|---------------|--------------------------------------|--|-----------------------|--------------------|----------------------|------------|---------------------------|
|   |               | _             |                                      |  | Do not                | t refresh          | and click o          | on back    | button. For DSC Stat      |
| н | Financial Yea | a 1           | 2022-202                             | 3  | ~                     | Scheme             |                      | )L144 - An | imal husbandery (DL)      |
| Ļ | Payment File  | Status:       | Pending p<br>Select Or<br>Pending pa | ayment files fo<br>10<br>yment files for D | or DSC Y              | Subr               | ut F                 | leset      |                           |
|   | Pend          | ing Payme     | Signed Dsc<br>Rejected pa            | payment files                              |                       |                    |                      |            |                           |
|   | Select        | Account<br>No | Bank<br>Name                         | Voucher No                                 | Payment<br>Advice No. | Sanction<br>Letter | No Of<br>Beneficiary | Amount     | Payment File Name         |
|   | 0             | 56789445678   | 9 HDFC<br>BANK<br>LTD                | DLIN00002063-<br>2023-<br>00000107         | C092025751056         |                    | 1                    | 65.00      | 051D5C9AYREQ010920222.xml |
|   | 0             | 56789445678   | 9 HDFC<br>BANK<br>LTD                | DLIN0002063-<br>2023-<br>00000102          | C092025751054         |                    | 1                    | 140.00     | 051D5CRAYREQ010920221.xml |
|   | 0             | 56789445678   | 9 HDFC                               | DL1N00002063-                              | C092025625868         |                    | 1                    | 55.00      | File under processing     |

List of files displayed on the grid, user locate the file that requires to sign and click on "Apply Digital Signature".

|    |              | SANK<br>LTD         | 2523-<br>00000187                   |               |   |        |                         |           |            |           |            |                         |         |       |
|----|--------------|---------------------|-------------------------------------|---------------|---|--------|-------------------------|-----------|------------|-----------|------------|-------------------------|---------|-------|
| 0  | 567894456789 | HOPC<br>BANK<br>UTD | 01.3N00002063-<br>2523-<br>00000512 | 092025751054  | 1 | 140.00 | 05106084980010900221.xm | restudot  | 01/08/2022 | neetudat) | 01/08/2022 | Apply Digital Signature | lieject | - 541 |
| 0. | 567894436789 | HORC<br>BASK<br>LTD | DL3N00002063-<br>2023-<br>00000068  | C092023425968 | 1 | 35.00  | File under processing   | nextuals3 | 06/08/2022 | reetuda5  | 86/06/2022 | Apply Digital Signature | Reject  | -     |
| ۲  | 67294436789  | HORC<br>BANK<br>LTD | DL3N00002063-<br>2023-<br>00000059  | 092025625652  | 1 | 26.00  | 05106CKK/REQ050820222   | neitudo5  | 54/06/2022 | reetuda5  | 04/08/2022 | Apply Digital Signature | Reject  | -Sel  |
| 0  | 567894/56789 | HORC<br>BANK        | 0UN00000063-<br>2023-               | 0192025625775 | 1 | 30.00  | 01104084/880060800224   | nietudo5  | 21/07/2022 | neetudat  | 21/07/2022 | Apply Digital Signature | Reject  |       |

DSC Enrollment E-Sign page will appear, the user require to click on Digital Sign then it will ask for User's PIN

| Public Fin<br>0/a Controller 8 | ancial Ma<br>General of Acco | anagement System-PFMS<br>(heavery CFSMS)<br>units, Ministry of Finance | Welcome : sma sa<br>Login ID : neetu<br>User Type : AGEN<br>Financial Year : 2022-; | aa<br>da5<br>iCYDA<br>2023 |              |
|--------------------------------|------------------------------|--|---|----------------------------|--------------|
| DSC E-Sign                     | User DSC Det                 | ails   | Version: 1.0.2  |                            |              |
| DSC F-Sia                      | 10                           |  |   |                            |              |
| DSC S                          | erial Number :               | 53996758   | DSC Owner Name:   | NITESH KUMAR JHA           | Digital Sign |
|                                |                              |  |   |                            |              |

| blic Fi<br>Controlle | nancial Manageme<br>r General of Accounts, Ministr | nt System-PFMS    | Welcome : sma sma<br>Login ID : neetuda5<br>User Type : AGENCYD | м         |  |
|----------------------|--|-------------------|---|-----------|--|
| E-Sign               | User DSC Details                                   |                   | Version : 1.0.2   |           |  |
| DSC                  | Serial Number: 53995758                            | Verify User PIN   |   | × UMARJHA |  |
|                      |  | Now verify your U | ser PBK:  | _         |  |
|                      |  | User Parc         | le soft keyboard  |           |  |

On successful signing the message "Payment file signed successfully" appears on screen.

| Public Fi<br>B/a Cantralle<br>DSC E-Sign | nancial Management System-PFN<br>F Ganeral of Accounts, Winistry of Finance<br>User DSC Details | S Welcome : xna xna<br>si Logio D: neetuda5<br>User Type : AGENCYDA<br>Fluancial Year : 2022-2023<br>Version : 1.0.2 |
|--|---|--|
| DSC E-S                                  | Sign  |  |
| Pay                                      | Paym<br>ment file signed successfully   | t file signed successfully   |
| Pay                                      | ment file signed successfully   | Digital Sign   |

To fetch the status on the payment file click on "Get DSC Status"

|   | NO           | Name                |                                    | Autice No.    | Letter | beneniciary |        |                           | by       | VII        | ву       | Vii        |                         |        |       |
|---|--------------|---------------------|------------------------------------|---------------|--------|-------------|--------|---------------------------|----------|------------|----------|------------|-------------------------|--------|-------|
| ) | 567894456789 | HDFC<br>BANK<br>LTD | DLIW00002063-<br>2023-<br>00000107 | C092025751056 |        | 1           | 65.00  | 051D6CPAYREQ010920222.xml | neetudo5 | 01/09/2022 | neetuda5 | 01/09/2022 | Apply Digital Signature | Reject | -Sele |
|   | 567894456789 | HDFC<br>BANK<br>UTD | DLIW00002063-<br>2023-<br>00000102 | C092025751054 |        | 1           | 140.00 | 051D5CPAYREQ010920221.xml | neetudo5 | 01/09/2022 | neetuda5 | 01/09/2022 | Apply Digital Signature | Reject | -Sele |
|   | 567894456789 | HDFC<br>BANK<br>LTD | DLIN00002063-<br>2023-<br>00000068 | C092025625868 |        | 1           | 55.00  | File under processing     | neetudo5 | 06/06/2022 | neetuda5 | 06/06/2022 | Apply Digital Signature | Reject |       |
|   | 567894456789 | HDFC<br>BANK<br>UTD | DLIW00002063-<br>2023-<br>00000059 | C092025625852 |        | 1           | 20.00  | 051D5CP4/REQ050820222.xml | neetudo5 | 04/08/2022 | neetuda5 | 04/08/2022 | Apply Digital Signature | Reject | -Sele |
| 0 | 567894456789 | HDFC<br>BANK        | DL3N00002063-<br>2023-             | C092025625773 | -      | 1           | 20.00  | 051D5CR4/REQ080820224.sml | neetudo5 | 21/07/2022 | neetuda5 | 21/07/2022 | Get DSC Status          | Reject | Sele  |

Message "Payment file has been signed" appears on page.

|            |                              |                                       |  |  |                    |                           |                 | Digitally Sign Fi                             | e                         |                             |                            |                              |  |        |   |
|------------|------------------------------|---------------------------------------|--|--|--------------------|---------------------------|-----------------|---|---------------------------|-----------------------------|----------------------------|------------------------------|--|--------|---|
|            |                              |                                       |  |  |                    | Г                         |                 | Payment file has bee                          | n signed                  | l.                          |                            |                              |  |        |   |
| ancial Yea | n [                          | 2022-202                              | 3  | ۷                                      | Scheme             | . (                       | DL144 - An      | imal husbandery (DL)                          |                           | ×                           |                            |                              |  |        |   |
| ment File  | Status:                      | Pending p                             | ayment files fr                                  | or DSC 🗸                               | Subr               | nit F                     | Reset           |   |                           |                             |                            |                              |  |        |   |
| _          |                              |                                       | _  |  |                    |                           |                 |   |                           |                             |                            |                              |  |        |   |
| Pend       | ing Payment                  | Files For                             | DSC  |  |                    |                           |                 |   |                           |                             |                            |                              |  |        | - |
|            |                              |                                       |  |  |                    |                           |                 |   |                           |                             |                            |                              |  |        |   |
| Select     | Account                      | Bank                                  | Voucher No                                       | Payment                                | Sanction           | No Of                     | Amount          | Payment File Name                             | Created                   | Created                     | Approved                   | Approved                     | Apply Digital Signature                            |        | R |
| Select     | Account<br>No                | Bank<br>Name                          | Voucher No                                       | Payment<br>Advice No.                  | Sanction<br>Letter | No Of<br>Beneficiary      | Amount          | Payment File Name                             | Created<br>By             | Created<br>On               | Approved<br>By             | Approved<br>On               | Apply Digital Signature                            |        | R |
| Select     | Account<br>No<br>56789445678 | Bank<br>Name<br>9 HDFC                | Voucher No                                       | Payment<br>Advice No.                  | Sanction<br>Letter | No Of<br>Beneficiary<br>1 | Amount<br>65.00 | Payment File Name<br>051D8CRWREQ010920222.cml | Created<br>By<br>neetudo5 | Created<br>On<br>01/09/2022 | Approved<br>By<br>neetyda5 | Approved<br>On<br>01/09/2022 | Apply Digital Signature                            | Reject | R |
| O          | Account<br>No<br>56789445678 | Bank<br>Name<br>9 HDFC<br>BANK<br>LTD | Voucher No<br>DLIN00002063-<br>2023-<br>00000507 | Payment<br>Advice No.<br>C092025751056 | Sanction<br>Letter | No Of<br>Beneficiary<br>1 | Amount<br>65.00 | Payment File Name                             | Created<br>By<br>neetudo5 | Created<br>On<br>01/09/2022 | Approved<br>By<br>neetuda5 | Approved<br>On<br>01/09/2022 | Apply Digital Signature<br>Apply Digital Signature | Reject | 8 |

# VERIFY -- Signed DSC payment files

On the "Digitally Sign File" page, the user will choose the financial year, Scheme, and Payment file Status as "Signed DSC payment files" for verification DSC payment file was successfully signed then click on the "Submit" button.

| ancial Years  |  | 2022-20  | 23  |  | Schemei  | D                  | L144 - Animal h          | iusbandery   | (DL)   |  | ~   |  |   |
|---|--|--|---|--|--|--------------------|--------------------------|--|--|--|---|--|---|
| yment File St   | abusi  | Signed   | Osc payment fi  | les v  | Submi  |                    | eset                     |  |  |  |   |  |   |
| Signed  | Dsc Pay  | ment File  | 1   |  |  |                    |                          | Long to the  |  |  |   |  | 1   |
| No  | t Bai<br>Nai   | nk Sche<br>me Coo                                    | me voucner<br>le  | No Payme<br>Advice   | nt CPSM<br>No. Transact<br>ID  | ion Lette          | n No Of<br>r Beneficiary | Amount   | By   | On   | Ву  | ved Approv<br>On   | red Digital<br>Signature<br>Date  |
| 5678944567  | 789 HD<br>BAI  | FC DL144<br>NK<br>D                                  | DL2N99992<br>2023-<br>00000109  | 063- 009202575   | 1058 009202575   | 1058               | 1                        | 50.00  | neetudo3   | 5 01/09/202  | 2 neetud  | a5 01/09/2   | 022 01/09/2022  |
| 567894456)  | 789 HDI<br>BAI   | PC DL144   | DL2N00002<br>2023-<br>00000083  | 063- 009202563   | 5883 009202562   | 5883               | 1                        | 20.00  | neetudo3   | 5 11/08/202  | 2 neebud  | iw5 22/08/2  | 22/08/2022  |
| 5678944567  | 789 HD<br>BAI  | PC DL144   | DL000002  | 063- 009202562   | 5866 C09202562   | 5666               | 1                        | 60.00  | neetudo3   | 5 08/08/202  | 2 neetud  | a5 08/08/2   | 022 08/08/2022  |
| igned Dsc I   | Paymen   | t Files  |   |  |  | RESC               |                          |  |  |  |   |  |   |
| igned Dsc (<br>account<br>No  | Paymen<br>Bank<br>Name   | t Files<br>Scheme<br>Code                            | Voucher No  | Payment<br>Advice No.  | CPSMS<br>Transaction   | Sanction           | No Of Ar<br>Beneficiary  | mount Si   | gned S<br>By   | Signed A<br>On   | pproved<br>By   | Approved<br>On   | Digital<br>Signature  |
| igned Dsc I<br>iccount<br>No<br>894455789                                       | Paymen<br>Bank<br>Name<br>HDRC<br>BANK   | t Files<br>Scheme<br>Code                            | Voucher No<br>DLIN00002063-<br>2023-  | Payment<br>Advice No.  | CPSMS<br>Transaction<br>ID   | Sanction<br>Letter | No Of An<br>Beneficiary  | mount Si   | gned S<br>By   | Signed A<br>On<br>//09/2022  | pproved<br>By<br>neetuda5                                     | Approved<br>On<br>01/09/2022   | Digital<br>Signature<br>Date<br>01/09/2022  |
| igned Dsc i<br>iccount<br>No  | Bank<br>Name<br>HDFC<br>BANK<br>LTD  | It Files   | Voucher No<br>DLIN00002063-<br>2023-<br>00000109<br>DLIN00002063-   | Payment<br>Advice No.  | CPSMS<br>Transaction<br>ID   | Sanction<br>Letter | No Of Au<br>Beneficiary  | 50.00 nee  | gned S<br>By<br>Nudeš 01   | Signed A<br>On<br>/09/2022   | pproved<br>By<br>neetuda5                                     | Approved<br>On<br>01/09/2022   | Digital<br>Signature<br>Date<br>01/09/2022  |
| igned Dsc I<br>ccount<br>No<br>894455789<br>894455789                           | Bank<br>Name<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD   | t Files  | Voucher No<br>DLIN00002063-<br>2023-<br>00000109<br>DLIN00002063-<br>2023-<br>00000083  | Payment<br>Advice No.  | CPSMS<br>Transaction<br>ID<br>C092025751058  | Sanction           | No Of An<br>Beneficiary  | mount Si<br>50.00 nee<br>20.00 nee   | gned S<br>By<br>stude5 01,<br>stude5 11,   | Signed A<br>On<br>/09/2022 /<br>/08/2022 /   | pproved<br>By<br>neetuda5<br>neetuda5                         | Approved<br>On<br>01/09/2022<br>22/08/2022                             | Digital<br>Signature<br>Date<br>01/09/2022<br>22/08/2022  |
| igned Dsc I<br>ccount<br>No<br>894435789<br>894435789                           | Paymen<br>Bank<br>Name<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD                        | tt Files   | Voucher No<br>DLIN00002063-<br>2023-<br>00000109<br>DLIN00002063-<br>2023-<br>0000083<br>DLIN00002063-<br>2023-<br>0000083  | Payment<br>Advice No.<br>C092025751058<br>C092025625685<br>C092025625685   | CPSMS<br>Transaction<br>ID<br>C092025751058<br>C092025625883   | Sanction<br>Letter | No Of At<br>Beneficiary  | mount         Si           50.00         nex           20.00         nex           60.00         nex   | gned S<br>By 11,<br>etudo5 01,<br>etudo5 01,<br>etudo5 08,   | Signed<br>On         A           /09/2022         2           /08/2022         2           (08/2022         2  | pproved<br>By<br>neetuda3<br>neetuda3                         | Approved<br>On<br>01/09/2022<br>22/08/2022<br>08/08/2022               | Digital           Signature           Date           01/09/2022           22/08/2022           08/08/2022   |
| igned Dsc I<br>ccount<br>No<br>894456789<br>894456789<br>894456789              | HDFC<br>BANK<br>ITD<br>HDFC<br>BANK<br>ITD<br>HDFC<br>BANK<br>ITD<br>HDFC<br>BANK<br>ITD                           | t Files<br>Scheme<br>Code<br>DL144<br>DL144<br>DL144 | Voucher No<br>DL3N00002063-<br>2023-<br>00000109<br>DL3N00002063-<br>2023-<br>00000063<br>DL3N00002063-<br>2023-<br>00000067<br>DL3N00002063-<br>2023-<br>00000063  | Payment<br>Advice No.<br>C092025751055<br>C092025625665<br>C092025625665   | CPSMS           Transaction           ID           0 | Sanction<br>Letter | No Of At<br>Beneficiary  | mount         Si           50.00         ner           20.00         ner           60.00         ner           40.00         ner                             | gned S<br>By thudes 01,<br>etudes 03,<br>etudes 08,<br>etudes 05,  | Signed<br>On         A           /09/2022         2           /08/2022         2           /08/2022         2           V08/2022         2           V08/2022         2                              | pproved<br>By<br>neetuda5<br>neetuda5<br>neetuda5             | Approved<br>On<br>01/09/2022<br>22/08/2022<br>08/08/2022<br>03/08/2022 | Digital           Signature           Date           01/09/2022           22/08/2022           08/08/2022           08/08/2022                      |
| igned Dsc I<br>ccount<br>No<br>894455789<br>894455789<br>894455789<br>894455789 | Paymen<br>Bank<br>Name<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD<br>HDFC<br>BANK<br>LTD | t Files  Scheme Code DL144 DL144 DL144 DL144 DL144   | Voucher No DLIN00002063- 2023- 00000109 DLIN00002063- 2023- 00000067 DLIN00002063- 2023- 00000067 DLIN00002063- 2023- 00000063 DLIN00002063- 2023- 00000063 DLIN00002063- 2023- 00000063 DLIN00002063- 2023- 00000063 | Payment           Advice No.           c092025751058           c092025625685           c092025625665           c092025625655           c092025625655 | CPSMS           Transaction           ID           C092025751058           C092025625883           C092025625865           C092025625858           C092025625858           C092025625858   | Sanction<br>Letter | No Of At<br>Beneficiary  | mount         Si           50.00         nex           20.00         nex           60.00         nex           40.00         nex           10.00         nex | gned         S           By         01           studo5         01           studo5         01           studo5         03           studo5         06           studo5         05           studo5         04 | Signed<br>On         A           /09/2022         2           /09/2022         2           /09/2022         2           /09/2022         2           /09/2022         2           /09/2022         2 | pproved<br>By<br>neetuda3<br>neetuda3<br>neetuda3<br>neetuda3 | Approved<br>On<br>01/09/2022<br>22/08/2022<br>08/08/2022<br>04/08/2022 | Digital           Signature           Date           01/09/2022           22/08/2022           08/08/2022           08/08/2022           05/08/2022 |